

# SCHOOL ANNOUNCEMENTS



Regular announcements to the entire school can be a good practice for keeping everyone informed. Below are some scripts and ideas for keeping staff and students informed. *Tip: For video announcements, use props like paper, cardboard and cardboard boxes (flattened), plastic bottles and jugs, metal cans, glass bottles and jars and carton containers to show viewers examples of materials in your school.*

## Kick-off Announcement

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"We are excited to improve our recycling program! By improving recycling, we will help keep our community clean and green. Did you know most of the materials that fill up our landfill are recyclable?!" These items include paper, cardboard, plastic bottles and jugs, metal cans, glass bottles and jars and carton containers."

## Follow-up Announcements

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"You can help our school do the right thing by recycling the correct materials! Every classroom in our school has a blue recycling container with a label that clearly shows what is accepted for recycling in our program. If an item is not on the recycling label, please DO NOT put it in the recycling container. It should go in the labeled landfill container."

"Mr. and/or Ms. \*Insert Custodian Names will make sure that our sorted recyclables end up in our outdoor recycling dumpster. Please help them by only putting items that are accepted for recycling in the recycling container. This includes paper, cardboard, plastic bottles and jugs, metal cans, **glass bottles**



**and jars and carton containers."** *Teachers: please note: your school may not accept carton containers and/or glass bottles and jars. Please be sure to check with your hauler.*

## Other Announcement Ideas

You may choose to just highlight one item for recycling in weekly announcements so that it is not too long.

**"What Paper & Cardboard is accepted in our program?** Clean, dry notebook and copy paper and flattened cardboard boxes! It is important to empty bottles, jugs and metal containers so that the paper and cardboard is kept clean and dry. Please try to remove staples and paper clips when possible."

**"What Plastics are accepted in our program?** Empty plastic bottles and jugs only! These are easy to spot because the opening is smaller than the bottom of the container. Lids should be screwed on and labels are OK to leave on. Please do not put any other kinds of plastic in the recycling container. Accepted (clean and no liquids) and Not accepted

**"What Metal is accepted in our program?** Empty metal cans only! Please rinse out any solid material and leave lids off. Lids should be placed in landfill containers.

**"What types of Carton Containers are accepted?** Empty juice boxes, milk and orange juice cartons but no straws or lids please! Straws and lids should be disposed of in the landfill containers. Try reducing and not using a straw at all!" *Teachers: please note: your school may not accept carton containers and/or glass containers. Please be sure to check with your hauler.*

**"What types of Glass are accepted?** Empty glass bottles and jars! Please rinse out any solid material and leave lids off. Lids should be placed in landfill containers." *Teachers: please note: your school may not accept carton containers and/or glass containers. Please be sure to check with your hauler. Glass may only be produced in teacher lounges or in kitchens.*

**"Consider Rethinking what you buy.** It is important to Rethink ways that you can help the earth. When you buy products, you should try to buy items that don't have a lot of packaging. Many toys come wrapped in lots of packaging. Be sure to recycle as much of the packaging as possible. You should also try to buy things that have been reused or made with something that had been recycled. Many times, it will say on the bottom of the item if it is made with recycled-content."



**"Consider Reducing the Waste You Make.** Try to create less waste. If you pack your lunch think about packing your food in reusable containers with reusable spoons and forks. Try to not use baggies or straws and be sure to use a reusable lunch box or bag. You can learn more about packing a Waste Free Lunch with the help of an adult by visiting [www.wastefreelunches.org](http://www.wastefreelunches.org)"

**"Consider Reusing Items more than once.** Many items that are tossed or recycled can be reused a couple of times before we get rid of them. Try to always think, can I reuse this for the same thing or something different like a craft or something else?"

**During the Holiday season:**

The holiday season is a great time to remind people the importance of donating clothing and toys! Have students brainstorm some additional ideas and write their own script for a green holiday announcement. This could also be a nice way to promote a collection or donation program your school participates in during the holidays!